

SENIOR PARK RANGER

DEFINITION

To lead and participate in the monitoring and maintaining of City parks and other park facilities; ensure orderly, clean and safe environments for park users; oversee part-time/seasonal staff in the enforcement of park rules and regulations; train staff and handle conflict resolution issues with park users; and perform other duties as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Park Ranger Supervisor.

Exercise technical and functional guidance over assigned staff.

ESSENTIAL FUNCTIONS – Functions may include, but are not limited to, the following:

Lead and participate in patrolling and maintenance duties; train staff on the techniques and methods of opening and securing parks and other park facilities.

Operate and maintain a variety of hand tools and power landscaping tools used in general maintenance duties at park facilities; submit recommendations for facility maintenance.

Ensure that staff patrols are assigned for parks and facilities; report destruction, defacement or unsafe park facilities.

Provide oversight of shelter management and entertainment permits; reviews permits.

Make recommendations on withholding cleaning deposits for shelters.

Report and cite parking and other City violations; report enforcement problems to the Police Department.

Maintain daily records and activity logs.

Secure park facilities from hazards.

Train and instruct new and less experienced employees in proper work methods and safety precautions; ensure safety of park facilities by utilizing appropriate safety methods, equipment and devices, including traffic control.

Discuss work to be performed with supervisor; plan, organize and assign work to designated crew.

Work cooperatively and effectively with others as a lead person.

Provide interpretive information to the public; respond to calls from patrons; resolve issues.

Work with other City departments and agencies.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Performs related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Maintenance practices and report writing; park regulations.

Practices of assigning and reviewing the work of others.

Practices and procedures of traffic control and flagging.

Pertinent rules, laws and policies related to assignment.

Safe work practices used in the patrolling of City parks and park facilities.

Use and minor maintenance of commonly used hand and power landscaping tools and equipment.

Principals and practices of conflict resolution.

Customer service skills.

English usage, spelling, grammar and punctuation.

Computer equipment and software applications related to assignment.

Ability to:

Lead, assign, train and review the work of others.

Use and operate tools and equipment related to assignment.

Follow oral instruction and read, interpret, follow and explain written instructions.

Use initiative and sound judgment within established guidelines.

In absence of supervisor, assume responsibilities as needed.

Operate City vehicles observing legal and defensive driving practices.

Communicate clearly and concisely, both orally and in writing.

Operate computer equipment and software applications related to assignment.

Work as a team member in a challenging, changing environment.

Establish and maintain effective working relationships with those contacted in the course of work.

Use a two-way radio.

Work shifts, weekends and holidays.

Drive automatic and manual transmission vehicles.

Work with various cultural and ethnic groups in a tactful and effective manner.

Experience and Training

Any combination of education and/or experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two-years of experience, preferably in park security and park maintenance or other related employment with heavy public contact in a challenging customer service environment. Bilingual ability is highly desirable.

Training:

Equivalent to completion of the twelfth grade.

License or Certificate

Possession of a valid California driver's license.

PC 832 Certificate must be obtained within 12-months of employment.

Must possess certifications in CPR and Multi-Media First Aid within the first three-months of employment.

PHYSICAL DEMANDS

On a continuous basis walk, stand, bend, crouch or stoop, sit for varying periods of time; use hands and fingers to grasp tools; make repetitive hand and body motions; twist and reach below and above shoulder, and perform physical activities on a continual basis; verbal ability to communicate in person, use a two-way radio, and use a telephone; lift or carry weight of 50 pounds or less. See in the normal vision range with or without correction; hear in the normal range with or without correction.

WORKING ENVIRONMENT

Work is performed outdoors with exposure to a variety of weather conditions as well as traffic, noise, physical barriers, around heavy equipment, fumes and odors.

4/05